

2005 CHILDREN FIRST PROGRAM PLAN

Part A: Eligible Contractor

- ☐ Wisconsin County Agency, County Department _____
☐ Wisconsin Tribal Agency
☐ Wisconsin W-2 Agency

Contractor (Administrative) Agency Name and Address:

Contact Person: _____
 Contact Phone: _____
 Contact Email: _____

Part B: Subcontractor for Children First Case Management Services

☐ No subcontractor proposed

Subcontractor Agency Name and Address:

Contact Person: _____
 Contact Phone: _____
 Contact Email: _____

☐ Attached Subcontractor Letter of Support or copy of 2005 Subcontract

☐ Attached Additional Subcontractor Letter of Support or 2005 Subcontract

Part C: Proposed Service Area

The contractor must serve all counties/tribes specified in the proposed service area. Service areas may **not** cross Workforce Development areas.

County/Tribe	√	Child Support Agency Letter of Support Attached
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

☐ Additional Counties/Tribes and Letters of Support Attached

Part D: Proposed Annual Funding Level

Existing Children First Program:

Current Children First Program Allocation \$ _____ **OR** \$ _____
 (Decreased Amt.)

New Children First Program:

Requested 2005 Funding: \$ _____

Part E: Background and Philosophy of the Organization

Provide a one-page summary that includes the proposer's organizational background and the philosophy of the organization.

Part F: Proposed Children First Activities and Anticipated Outcomes

Provide a one-page summary that includes proposed Children First activities and anticipated Children First outcomes.

Part G: Methodology to Identify Outcomes (optional)

Provide a one-page summary of any proposed methodology to identify outcomes and measure the success of the proposed Children First Program.

Part H: Authorized Contractor Signature:

Administering Agency Representative	Title	Date
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CHILD SUPPORT AGENCY LETTER OF SUPPORT---sample

-CHILD SUPPORT AGENCY LETTERHEAD-

Re: Letter of Support for Children First Program

To Whom it May Concern:

The _____ County (or Tribal) Child Support Agency submits this letter in support of the Children First program being proposed by _____. We further understand that we may issue additional letters of support on behalf of other Children First proposals.

In the event that a contract is awarded to the above-referenced Children First proposer, the _____ County (or Tribal) Child Support Agency agrees to perform the activities listed below to support the Children First Program. We understand that these activities cannot be funded with Children First funds, but are reimbursable activities under the county or tribal IV-D Program.

We understand that because the Children First funding is limited it may be necessary to limit the number of non-custodial parents that we refer to the Children First Program.

We also understand that under Wisconsin Statute s. 49.36 an individual may be referred to the Children First Program only one time in a 12-month period.

We agree to:

1. Act as liaison between the courts and the Children First Program, by identifying individuals that meet the eligibility requirements outlined in Wisconsin Statute 767.295 and recommend to the court that appropriate NCPs be court-ordered to participate in the program.
2. For each noncustodial parent referred to the Children First Program, insure that an appropriate court order is executed, including appropriate findings pursuant to Wis. Stat. 767.295. A sample "Children First Order" can be found in KIDS, which contains the elements required by statute. Per statute, the court must:
 - Find that the parent is able to work full-time.
 - Find that the parent works an average of less than 32 hours per week, and is not participating in an employment and training program.
 - Find that the parent earns less than he/she has the ability to earn or has an actual weekly gross income of less than 40 times the federal minimum hourly wage.
 - Find that the parent resides in a county with a work experience and job-training program under s. 49.36 and that county agrees to enroll the parent.
 - Require the noncustodial parent to participate in the Children First Program.

- Establish support in the amount the parent was ordered to pay in the most recent determination of support or an amount equal to the amount determined by applying the percentage standard established under s. 49.22(9) to the income a person would earn by working 40 hours per week for the federal minimum hourly wage under 29 USC 206(a)(1).
 - Provide that, after the obligation to make payments ordered under section 767.295 ceases, the parent must make payments calculated under section 767.25 (1j) or (1m).
3. Complete the Children First Registration Form, obtain the noncustodial parent's signature, and send the Registration Form to the agency providing the Children First services. Upon request, we will inform the noncustodial parent of the time and location of the first Children First orientation or appointment.
 4. If the noncustodial parent fails to comply with the Children First Program, the Children First Program will forward proper documentation of non-compliance to the child support agency. Upon receiving said documentation, we will take appropriate action to enforce the child support order.
 5. For purposes of communication with the Department, we designate the following as the agency contact person for the Children First Program:

Name: _____
Address: _____
Phone: _____
Email: _____

Sincerely,

xxx

Child Support Agency Director/Administrator or Child Support Attorney
Or Tribal Court Authority